



OFFICE USE ONLY:

Permit No: _____

CITY OF FRANKLIN ***PARKS DEPARTMENT***

PARKS EVENT PERMIT APPLICATION

- *Application for 199 participants or less is Due 30 Days Prior to Scheduled Event.*
- *Please read application carefully and fully complete each section.*
- *A non-refundable application fee of \$100 is due at time of filing.*

Note: Filing this application does not guarantee that your request will be granted.

Please supply the following information. For additional space, use separate sheets of paper and attach to the application.

1) Location requested:

Aspen Grove Park_____ Liberty Park_____ The Park @ Harlinsdale____
Fieldstone Park_____ Pinkerton Park_____ Eastern Flank Battle Park____
Jim Warren Park_____ Winstead Hill Park_____ Other: _____

2) Name/purpose of event: _____

3) Date or dates of event: _____

4) Time of Event: _____

5) Set-Up Date/Time: _____ Tear-down Date/Time: _____

6) Name of Applicant and Organization Requesting Permit:

a) Address: _____

b) Phone: _____ c) Cell: _____ d) Fax: _____

e) E-mail address: _____



- 7) Person in charge on day of event: _____
Cell: _____ E-mail address: _____
Additional Contact #2: _____
Cell: _____ E-mail address: _____
Additional Contact #3: _____
Cell: _____ E-mail address: _____
- 8) Description of event (use additional sheets if necessary): _____

- 7) ENCLOSE A MAP of event site, detailing any temporary structures, location of vendors, vendor parking, volunteers parking, etc.
- 8) An estimated number of participants and an estimated number of attendees expected to attend during the course of the event:

- 9) Please attach a list containing the names, addresses, and phone numbers of the Chairperson of the organization and all other persons involved in the management or control of organization and/or committee.
- 10) Is your organization based in Williamson County? Circle: Yes or No
(if no, please state where): _____
- 11) Is your organization authorized to do business in Tennessee? Circle Yes or No (If yes, please provide a copy.)
- 12) Is your organization a tax-exempt organization as described by the Internal Revenue Code Section 501(c)(3) or a not-for-profit organization? Circle Yes or No. If yes, please attach copy of IRS tax exemption letter providing proof of status.



- 13) Will you charge an admission/participation fee (including vendors)? If yes, please specify how much per person/vendor. _____
- 14) Will any charity, gratuity, or offers be solicited or accepted during the event? Circle: Yes or No.
- 15) Is this event a fundraiser? Circle Yes or No. If yes, what organization will be benefactor of event? What percentage of funds will they receive? _____

- 16) Will parking in the area of the event need to be restricted or prohibited? Circle Yes or No.
- 17) Will your event require overflow parking?
If yes, how many vehicles do you anticipate _____ (Event organizers are responsible for parking attendants).
- 18) Will any sound amplification equipment be used during the event? Circle yes or no. If no, please skip to Question #22.
- 19) For what purpose will sound amplification be used? (i.e. announcements, entertainment, etc.)

- 20) What type of sound amplification will be provided (DJ, Band, etc.). Please list all that apply:

- 21) During what time period is sound amplification requested? _____
- 22) If for entertainment, give details of entertainment being provided (i.e. number of musicians, type of music, amp wattage, etc.) _____



23) Will any stages, amusement attractions, or amusement rides be erected for the event? Circle: Yes or No.

- If yes, Applicant must give specific details as to the location and type of games/activities, i.e. Horseshoes, relay races, inflatable's, etc. along with the name of the company providing the stages and/or activities. Applicant must also include a copy of that company's insurance certificate indicating coverage, Including Workers Compensation Coverage and listing the City of Franklin as additionally insured.
- For stages constructed on site prior to the event – that date must be included on Certificate of Insurance provided to the City of Franklin. Stages MUST be removed from site at end of event.
- Rented inflatable's/interactive that are setup and manned by applicant must be included specifically in applicants certificate of insurance.

24) What, if any, vendors will be present at event? (i.e. medical related, shirts, arts, etc.) Please provide detailed listed. Use additional sheets if necessary.

- Will food, beverages, or merchandise be sold or given away? Circle Yes or No.
- If yes, clean-up is required. Please provide name of clean-up provider, phone number, and date and time clean-up is to occur. A refundable damage deposit (current fee schedule) in the form of a check only, is due at the time this agreement is signed by the Parks Director.
- Organizations event coordinator/representative and Parks Dept. representative will conduct a Pre-Event meeting the day prior to event date for Pre-Event Check List site review.
- At the end of the event a Post Event Check List shall be completed by the event coordinator/representative and a Parks Dept. representative to re-assess the site for trash, damage and securing, with caution tape and signage (provided by event group), any tents left for removal.
- Damage deposit will be refunded within ten (10) working days after the event has occurred only after a satisfactory Post Event Check List has been completed and signed off on, by both Parks Dept. and organization requesting event.
- If clean-up is not done properly the organization requesting the permit may be fined (See attachment A).
- NOTE: Events that include deep frying cooking oil operations are required to have a grease pit on-site and contract with a grease waste hauler to handle the grease waste and removal of the grease pit. The primary event sponsor is required to remove all cooking grease from



the site immediately after the event. Illegal dumping of cooking grease will be prosecuted. *Please read Additional Requirements section of this application for more information.*

- Will your event include tents or other temporary structures, propane use, or open flames? Circle: Yes or No. If yes, other permits may be required from the City of Franklin Fire Department or Codes Department.
- Events using tents 10 x 20' or larger require permitting from Franklin Fire Dept., call 791-3270 to schedule inspection. Parks Dept. requires applicant to provide safety measures on all tents, especially those setup the day before the actual date of the event. Tents should be taken down the date the event has ended.

25) *Please read Additional Requirements section of this application for more information.*

26) Attach Good Neighbor Letter and Mailing List used. *Please read Additional Requirements section of this application for more information.*

PLEASE READ ATTACHMENTS BEFORE SIGNING APPLICATION.

- ❖ I/We agree to abide by all ordinances and regulations of the City of Franklin and all conditions placed upon the event by the City Administrator and the Board of Mayor and Aldermen.
- ❖ I/We do swear or affirm that all of the information given in this application is true and complete.
- ❖ **I/We do hereby agree to assume the defense of and indemnify and save harmless the City, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims, including death, to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence, known or unknown, of such event and the activities permitted in connection there with, and to submit a certificate of insurance prior to the event in an amount acceptable to the City Administrator. *(Please see current insurance requirements)***
- ❖ I/We understand that granting of Special Event Permit does not imply granting of other permit that is separately required.
- ❖ The application for an event permit shall be filed not less than 30 days nor more than 364 days prior to the scheduled date of such event. Failure to file in a timely manner may result in denial of a permit.



- ❖ The City reserves the right to require one or more City of Franklin police officers or other emergency personnel are present at any and all events that occur within the city limits. Please budget for this request at a rate of \$40.00 per hour at a minimum of three (2) hours.
- ❖ All applications will be reviewed on a case-by-case basis. Some activities may require additional risk management steps to minimize any foreseeable exposures to losses. As such, the city reserves the right to require additional steps to minimize any foreseeable exposures.

BY: _____ Date: _____

(Signature and title – must be officer of organization)

_____ Date: _____

Lisa R. Clayton, Director, City of Franklin Parks

_____ Date: _____

Deanna Scheffel, Program Specialist, City of Franklin Parks

For official use only

**Scan and Send completed
application with all attachments
to Risk Management.**

Date Sent: _____

Staff initials: _____

Return application to:

City of Franklin Parks Dept.,

P.O. Box 305 Franklin, TN 37065

615-794-2103(office) 615-791-3250 (FAX)



FOR PARKS DEPT. USE ONLY				
Department		Date	Initials	Attach Any Comments
Administration				Comments: _____ Yes ___ _____ No
Business Office				Comments: _____ Yes ___ _____ No
Codes				Comments: _____ Yes ___ _____ No
Engineering				Comments: _____ Yes ___ _____ No
Finance				Comments: _____ Yes ___ _____ No
Fire				Comments: _____ Yes ___ _____ No
Information Technology				Comments: _____ Yes ___ _____ No
Parks				Comments: _____ Yes ___ _____ No
Planning				Comments: _____ Yes ___ _____ No
Police				Comments: _____ Yes ___ _____ No
Risk Manager				Comments: _____ Yes ___ _____ No
Solid Waste				Comments: _____ Yes ___ _____ No
Streets				Comments: _____ Yes ___ _____ No
Water/Wastewater				Comments: _____ Yes ___ _____ No

ADDITIONAL REQUIREMENTS

There are several other requirements that may need to be met in order for your event to be approved. Please use the following for informational purposes. You will be notified of any requirements necessary for your event to be approved.

A. Tent Permit

Contact: City of Franklin Fire Department
109 Third Avenue South
Franklin, TN 37064
Phone: 615-791-3270, Fax: 615-591-5615

A tent permit is required for all tents 10x12 or larger that are erected for a special event. Large events (with 500 persons or more in attendance) will be required to have a meeting with the Fire Department to discuss Fire Safety issues.

B. Health Department Permit

Contact: Director, Williamson County Health Department
1324 West Main Street
Franklin, TN 37064
Phone: 615-794-1542, Fax: 615-790-5967

If food will be served, the event organizer must call the Health Department to discuss rules and regulations. The event organizer will also need to mail a list of all vendors to the Health Department in advance of the event. This will help them in scheduling inspections. The Health Department will mail a package containing all Health Department rules and regulations related to food service to the event organizer. It is the event organizer's responsibility to provide each food vendor with a copy of the Health Department rules and regulations. Health Department official(s) will do an on site inspection of all food vendors. The Health Department has the right to close any vendor not abiding by health codes.

C. Indemnification and Hold Harmless

In addition to the above-mentioned insurance requirements, event organizers must agree to indemnify and hold harmless the City of Franklin.

D. Fire Marshal Regulations and Inspection

Contact: Fire Marshal
City of Franklin Fire Department
109 Third Avenue South
Franklin, TN 37064
Phone: 615-791-3270, Fax: 615-591-5615

The Fire Marshal's Office reviews site plans to determine clear access for emergency vehicles and clear access to fire hydrants and stand pipes. Event organizers will be required to provide a copy of a site diagram indicating the location of all tents, vendor booths or trailers, vehicles parked on site, stages, portable rest rooms, fencing, entrance gates, alcoholic and non-alcoholic beverage booths, etc. The diagram must also indicate where streets will be blocked and how (fencing, barricades, etc.). The site diagram should be returned with the completed Street Closure Application and will be forwarded to the Fire

Marshal's Office for approval. Any changes to the site diagram after initial approval must be re-submitted for review. If the Fire Marshal On Site Inspector determines that all rules have not been adhered to, or that unapproved changes have been made to the site layout, he/she can delay or stop the event until the site layout is revised and approved.

E. Emergency Medical Services

Contact: Williamson Medical Center

Phone: 615-791-2094

The Williamson County Emergency Management Services should be alerted of any possible street closures in case of emergency. They can also provide first aid tents on-site. Please contact Emergency Medical Services for more details.

F. Solid Waste Deposit

City of Franklin Solid Waste Department
415 Century Court
Franklin, TN 37064
Phone: 615-794-1516

Event organizers must post a one thousand dollar (\$1000.00) deposit that will be refunded if the applicant restores the area to its condition prior to the event. If the applicant fails to restore the property to its prior condition, then the applicant shall be responsible to the City of Franklin for any costs incurred in restoring the property after the event. Surrender of the deposit in no way relieves the applicant of the responsibility for any costs incurred by the City of Franklin in excess of the one thousand dollar (\$1000.00) deposit. The check should be made out to the City of Franklin and delivered to the City Administrator's office.

***NOTE:** Fats, oils and grease are a leading cause of sewer backups, septic system failures and environmental disasters. Events that include deep frying cooking oil operations require that a grease pit be secured for on-site use. The primary sponsor of the event must provide proof a grease waste hauler is contracted to handle the grease waste and removal of the grease pit. All cooking grease **MUST** be removed from the site immediately after the event. Illegal dumping of cooking grease will be prosecuted. Sponsors needing assistance securing a grease waste hauler should contact the City's Solid Waste Department.

G. Event Signage

Contact: City of Franklin Codes Department
109 Third Avenue South
Franklin, TN 37064
Phone: 615-794-7012

City of Franklin Codes Department restricts certain types of signage and sign placement. Please contact the Codes Department for specific details.

H. Good Neighbor letter

The event organizer may be required to deliver written notice to all businesses and residents on or near the event site. The notice must include the following:

- Date, time and location of event;
- Date, time and location of all related street closures;
- Name, address, and phone number of event organizer; and
- Name, address, and phone number for City Administrator's office.

It is suggested that the event organizers inform all businesses and residents within a two (2)-block radius of the event, of the event dates and any related street closures. The event organizer must provide the City Administrator's office with a copy of the letter and a mailing list of whom received the letter. If the event takes place in Downtown Franklin, the event organizer should contact the Downtown Franklin Association (615-591-8500) to alert them to possible closures. Any closure of Main Street will have an effect on Downtown businesses.

J. Litter-free event

The City of Franklin encourages all events held in the City to be Litter-free. Event Coordinator should contact **Keep Williamson Beautiful** at 790-5848 or www.keepwilliamsonbeautiful.org for more information.

K. Vendors

For events that have multiple vendors, a form must be completed for *each vendor* that contains: Name and Location of Business, Name of Managing Agent, and Driver's License Number. Background checks will be conducted on *all* vendors. A Map of the event should be returned to City Administrator's office that shows location of each vendor.

ATTACHMENT A

16-107. Littering streets, alleys, or sidewalks prohibited. It shall be unlawful for any person to litter, place, throw, track, or allow to fall on any street, alley, or sidewalk any refuse, glass, tacks, mud, or other objects or materials which are unsightly or which obstruct or tend to limit or interfere with the use of such public ways and places for their intended purposes.

Provided, however, it shall be lawful for persons resident within the corporate limits of the City of Franklin to place fallen leaves at the edge of the public street for collection by the city garbage vehicles if such persons promptly notify the superintendent of streets that leaves have been so placed. From October 1 through December 31, leaves may be placed in loose piles at the street's edge. At all other times, leaves must be placed in bags or garbage cans and placed in a position accessible to city garbage vehicles. Persons not complying with these requirements shall be considered to be littering; to be in violation of this section; and to be subject to the penalties therefore.

Any person violating this section shall, in addition to any fine, which may be adjudged, be liable to the city for the cost of removing any such foreign matter from the streets.

It shall also be unlawful for any person to throw any litter, etc., into any private property from a public thoroughfare. (1976 Code, . 12-207)

ATTACHMENT B

CHAPTER 5

SPECIAL EVENTS AND TEMPORARY STREET CLOSURES

SECTION

- 16-501. Definitions.
- 16-502. Permit required.
- 16-503. Application for a permit.
- 16-504. Time of filing application.
- 16-505. Barricades, litter collection, and sanitary facilities.
- 16-506. Hold harmless.
- 16-507. Personnel cost.
- 16-508. Compliance with laws.
- 16-509. Conditions in permit.
- 16-510. Standards for issuance of a permit.
- 16-511. Notice of issuance or denial.
- 16-512. Appeals procedure.
- 16-513. Revocation of permit.

16-501. Definitions.

(1) "Amusement Ride" or "Amusement Attraction" shall be defined as in Tennessee Code Annotated §56-38-102, excluding wholly inflatable attractions.

(2) "Private gathering" means a special event that is held on private property and is not open to the public. A private gathering shall not be subject to the requirements of this chapter unless

- (a) a temporary street closure is requested;
- (b) 200 or more people gather in a residential area during the course of the event;
- or
- (c) 500 or more people gather during the course of the event.

(3) "Special event" shall mean shall mean any public gathering such as a block party, local special event, parade, festival, celebration, concert, carnival, fair, exhibits, trade shows or any similar occurrence to be conducted on public or private property within the City of Franklin, Tennessee. Special events occurring entirely within structures that have been approved by the City for occupancy by 500 or more people shall be exempt from the requirements of this chapter.

(4) "Temporary street closure" shall refer to a condition created by special event or private gathering to be conducted within or on any street or intersection in the City of Franklin, Tennessee, that requires all lanes of travel be closed for a public safety purpose. Any request for temporary street closure(s) is deemed a request for a special event and requires a special event permit. Any temporary street closure authorized in whole or in part

by the city for municipal purposes, including, but not limited to, conveyance of traffic or travel, is exempt from this chapter. (1976 Code, § 12-501)

16-502. Permit or notice required for special events.

(1) Notice for private gatherings. No permit shall be required for a private gathering unless a temporary street closure permit is requested; however, seventy-two (72) hours notice to the Police Department shall be required. Such notice may be oral and shall contain the date, time and place of the gathering, as well as contact information.

(2) Permit required. No person, firm, corporation or organization shall participate in, advertise for or in any way promote, organize, control, manage, solicit, or induce participation in a special event or a private gathering where a temporary street closure is requested unless a special event permit has first been obtained from the city administrator.

(3) No person, firm, corporation or organization shall violate any of the terms of a permit issued for a special event or this article, nor join or participate in any permitted activity under this article over the objection of the permit holder, nor in any manner interfere with the progress or orderly conduct of a special event. (1976 Code, § 12-502)

16-503. Application for a permit. For special events, an application for a permit shall be made upon a form provided by the city administrator and shall contain all of the following information:

(1) The name, residence and business address, and phone number of each person and organization sponsoring the special event. If an organization, the application shall indicate whether it is authorized to do business within the State of Tennessee and contain the names, residences and business addresses, and phone numbers of the president or chairman thereof, and all other persons:

- (a) Having an interest or position of management or control in such organization;
- (b) Who are or will be engaged in organizing, promoting, controlling, managing or soliciting participation in such special event; and
- (c) Who will be vending or soliciting at the event under the special event permit.

(2) The date, or dates, and beginning and ending hours of such special event;

(3) The location, including blocks, streets, or intersections, in which such special event will occur and a map of same, and indicate where a temporary street closure is required, if any;

(4) The estimated number of persons who will participate;

(5) The purpose of the special event;

(6) Whether parking is requested to be restricted or prohibited during such closure;

(7) Whether any sound amplification equipment is proposed to be used, and if so, information describing such sound amplification. No sound amplification equipment shall be used in anyway contrary to the applicable city ordinance on sound amplification equipment, or contrary to the city ordinance on noise pollution;

(8) Whether or not charity, gratuity, or offerings will be solicited or accepted, or sales of food, beverages, including alcohol or beer, or other merchandise will occur;

(9) Whether any temporary street closure will occupy all or only a portion of the street or intersection involved;

(10) Whether the special event includes any amusement attraction or amusement ride; and

(11) Such other information as the city administrator deems reasonably necessary in order to carry out his duties under this chapter. (1976 Code, § 12-503).

16-504. Time of filing application. The application shall be filed not less than ninety (90) nor more than three hundred sixty-four (364) days prior to the scheduled street date of such special event. (1976 Code, § 12-504, as replaced by Ord. #98-42, § I, June 1998).

16-505. Barricades, litter collection, and sanitary facilities.

When a special event permit is granted and includes a temporary street closure, applicants shall provide and remove such barricades and warning devices as are deemed necessary by and are acceptable to the city administrator. Applicants shall also provide for the collection and removal, at applicant's expense, of all trash, garbage, and litter caused by or arising out of such special event and for adequate sanitary facilities as are deemed necessary by the city administrator. Each applicant shall enter into a written agreement, specifying the duties to be performed under this section and the costs to be imposed. Such written agreement shall be in a form approved by the city attorney and shall be binding after approval by the city administrator. (1976 Code, § 12-505).

16-506. Hold harmless; liability insurance. Applicants shall agree in writing to assume the defense of and indemnify and save harmless the city, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the city may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of the special event and the activities permitted in connection therewith. The city administrator shall require the applicant to submit a certificate of insurance from a Tennessee state-licensed entity prior to the event in an amount no less than two hundred fifty thousand dollars (\$250,000.00) per occurrence insuring the owner or operator against liability for personal injury arising from the use of an amusement attraction or amusement ride, in addition to additional coverage up to \$1,000,000.00 per person and \$3,000,000 per occurrence but within the discretion of the city administrator, depending upon the nature, size and duration of the event. (1976 Code, § 12-506).

16-507. Personnel cost; permit fee. In addition to a permit fee, applicants shall pay to the city the cost of city personnel who are required by the city to work overtime hours or other than regular shift or perform duties during or as a result of special event. An application for a special event permit shall be accompanied by a permit review fee of \$100.00; for special events requiring a beer permit, the total fee for both the beer and special event permits shall be as set forth in Title 8, Chapter 2 of this code. Governmental entities shall be exempt from permit fees. (1976 Code, § 12-507).

16-508. Compliance with laws. Prior to issuance of a permit under this chapter, all applicable ordinances and laws shall be complied with and all required permits and licenses shall

be secured in connection with such special event, or the proposed activities associated therewith including, but not limited to, peddling, street vending, charitable solicitations, collections or acceptance of gratuities, the sale of food, beverages, including alcohol or beer, or other merchandise, or the use of candles, torches, fires, or other combustibles, or amusement attractions or rides. (1976 Code, § 12-508).

16-509. Conditions in permits.

(1) Conditions. Any permit granted under this chapter may contain conditions reasonably calculated to reduce or minimize the dangers and hazards to vehicular or pedestrian traffic or to the public health, safety, tranquility, morals, or welfare, including, but not limited to, changes in time, duration, numbers of participants, or noise levels.

(2) Deposit or Bond.

The city administrator may also require as a condition of the permit a deposit or bond to cover clean-up, damage or other costs. The amount of the deposit or bond shall be related to the size, nature, and duration of the event and shall be refundable, to the extent not exhausted by clean-up, damage or other costs. (1976 Code, § 12-509; as amended by Ord. #98-42, § II, June 1998).

16-510. Standards for issuance of a permit. A permit shall be issued when, from a consideration of the application and from such other information as may otherwise be obtained, all of the following circumstances exists:

(1) The applicant has not knowingly and with intent to deceive, made any false, misleading or fraudulent statements of material fact in the application for a permit or in any other document required pursuant to this chapter;

(2) The applicant has met the standards in this chapter, and paid in advance any fee required and agrees to such conditions as are imposed in the permit;

(3) The time, duration and size of the special event will not substantially disrupt the orderly and safe movement of other traffic or create a public nuisance;

(4) The special event is of a size or nature such that it will not require the diversion of so great a number of public safety officers of the city as to prevent normal public safety protection to the city;

(5) The concentration of persons will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such special event;

(6) The special event will not unduly interfere with the movement of firefighting equipment on the way to a fire or 911 call;

(7) The special event will not unduly interfere with the orderly operation of parks, hospitals, churches, schools, or other public and quasi-public institutions in the city; and

(8) The applicant has provided reasonable means for informing all persons listed in § 16-503, paragraph (1) of this chapter, and all other persons participating in the special event of the terms and conditions of such permit and all applicable laws. (1976 Code, § 12-510).

16-511. Issuance or denial.

(1) Small special events. A special event where fewer than 200 people gather during the entire course of the event shall be considered a small special event. The city administrator

shall have authority to issue or deny a small special event permit. Written notice of the issuance or denial of a permit shall be provided to the applicant within fourteen (14) business days of receipt of a complete application.

(2) Large special events. A special event where 200 or more people gather during the entire course of the event shall be considered a large special event. Applications for large special events shall be considered by the board of mayor and aldermen after consideration by the appropriate committees. Applicant must be present at all meetings where the application is considered. Failure to appear shall constitute good cause for denial of an application. At least ten days prior to any committee or board meeting when a special event permit is to be considered, the applicant shall be given written notice by the city administrator that the application will be considered, such notice to contain the recommendations of the city administrator and staff.

(3) Calculation. For the purposes of this section, the total number of people shall include all special event participants, workers and attendees.

(4) Denial. Applicants must meet the standards for issuance of a permit in order to receive a permit. Additional criteria for denial may include, but are not limited to:

- a. failure to submit a complete application with supporting documentation;
- b. previous revocation of a special event permit
- c. previous convictions by the persons listed in § 16-503, paragraph (1) of this chapter for any crime involving moral turpitude within the past ten (10) years;
- d. a finding that the proposed activity or use will unreasonably interfere with the general public's use and enjoyment of the area at the time of the event or in the future due to repetitive use or damage to a public facility;
- e. a finding that the proposed activity or use will unreasonably interfere with or detract from the public health, safety or welfare, or involve violence, crime or disorderly conduct, at least to the extent that can be reasonably foreseen;
- f. a finding that the proposed activity or use will entail extraordinary or burdensome expense or emergency operations by the City; or
- g. a finding that the proposed activity or use will constitute a nuisance to adjoining property owners.

(5) Notice. Written notice of the issuance or denial of a small or large special event permit shall be provided to the applicant within five (5) business days of any final decision. If a permit is denied, said written notice shall state the reasons for denial.

16-512. Appeals procedure. An appeal from denial of the permit shall be by writ of certiorari to the chancery court. (1976 Code, § 12-512).

16-513. Revocation of a permit. Any permit for a special event issued pursuant to this chapter may be revoked by the city administrator, chief of police, fire chief or fire marshal, or their designees, at any time when by reason of emergency, disaster, calamity, disorder, riot, extreme traffic conditions, violation of this chapter or of any permit conditions, or undue burden on public services, it is determined that the health, safety, tranquility, morals or welfare of the public or the safety of any person or property requires such revocation in light of all the circumstances. Notice of revocation of a permit shall be delivered in writing to at least one

person named upon the permit by personal service or by certified mail, or if the special event has commenced, orally, or in writing, by personal contact or service, or by telephone. If the number of people attending the event exceeds the number permitted in the application, it shall constitute an undue burden on public services and the special event permit may be orally revoked. Continuance of a special event after such notice has been delivered is unlawful. Revocation of a permit, for any reason, shall constitute a valid reason for denial of any future special event application by the same persons, or any combination thereof, listed in § 16-503, paragraph (1) of this chapter. (1976 Code, § 12-513).

Reference:

See *a/so* Mass Gatherings statute T.C.A. 68-112-101.

Tennessee Code Annotated §56-38-102:

(1) "Amusement attraction" means any building or structure around, over or through which persons may move or walk, without the aid of any moving device integral to the building or structure, which provides amusement, pleasure, thrills or excitement. "Amusement attraction" does not include enterprises principally devoted to the exhibition of products of agriculture, industry, education, science, religion or the arts;

(2) "Amusement ride" means any mechanical device which carries or conveys passengers along, around or over a fixed or restricted route or course or within a defined area, for the purpose of giving its passengers amusement, pleasure, thrills or excitement. "Amusement ride" does not include any mechanical device that is activated by the insertion of a coin or coins."

ATTACHMENT C

16-110. Parades regulated. It shall be unlawful for any club, organization, or similar group to hold any meeting, parade, demonstration, or exhibition on the public streets without some responsible representative first securing a permit from the recorder. No permit shall be issued by the recorder unless such activity will not unreasonably interfere with traffic and unless such representative shall agree to see to the immediate cleaning up of all litter which shall be left on the streets as a result of the activity. Furthermore, it shall be unlawful for any person obtaining such a permit to fail to carry out his agreement immediately to clean up the resulting litter. (1976 Code, . 12-210)